

DIAA FOOTBALL COMMITTEE SEEDING MEETING
Sunday, November 10, 2019 – 9am
John W. Collette Education Center – Conference Room
35 Commerce Way, Ste 1, Dover, DE 19904

- I. Call to Order, Roll Call
- II. Committee Charge, Roles and Responsibilities
- III. Team Worksheets, Seeding and Brackets
 - A. Overview of Committee Procedures
 - B. Gathering of Information – websites4sports.com
 - C. Schools' Out of State records – Problems or concerns
 - D. Double-Check point totals
- IV. Officials
 - A. Assignments for all Tournament Games
- V. Game Coverage and Committee Assignments
 - A. A member of the Committee will be appointed to serve as the Game Manager. (S)He will serve as a liaison between the Committee, the host school and the participating schools.
 - B. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Football Committee.
 - C. The Game Manager will have the specific responsibilities listed below.
 - 1. Provide the following items: a. Game balls.
 - 2. Collect the game balls after the game has been completed.
 - 3. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director and the Executive Director as soon as possible.
 - 4. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible
- VI. Distribution of Packet / Scorebooks, Balls.
- VII. Other Items for Discussion Only
- VIII. Adjournment

Post-Tournament Meeting -- Date: Jan. ____, 2020 - TBD

NOTE: Pursuant to 29 Del. C. § 10004(e)(2), the Delaware Interscholastic Athletic Association Football Committee's agenda shall be subject to change to include additional items or the deletion of items, including executive sessions which arise at the time of the Committee's meeting. The times designated on the agenda are approximate and are listed for administrative purposes only. The Committee reserved the right to hear any matter out of order during the meeting. The Committee may also take breaks during the meeting.